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4 **RESOLUTION NO. 2016-26**
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6 **A RESOLUTION OF THE VILLAGE**
7 **COMMISSION OF THE VILLAGE OF**
8 **BISCAYNE PARK, FLORIDA, AMENDING**
9 **THE SCHEDULE OF FEES FOR SERVICES**
10 **PROVIDED AND REGULARLY CHARGED AS**
11 **SPECIFIED BY VILLAGE CODE; PROVIDING**
12 **FOR AN EFFECTIVE DATE**
13
14

15 WHEREAS, in order to provide clarity and create consistency for all users, the Village's
16 Code of Ordinances was amended on October 7, 2014, so that all administrative and user fees
17 are addressed by resolution and kept by the Village Clerk in one central location; and
18

19 WHEREAS, on October 7, 2014, a comprehensive fee schedule was adopted that listed
20 all administrative and user fees, which has subsequently been updated on October 6, 2015,
21 March 1, 2016, and April 5, 2016; and
22

23 WHEREAS, the fee schedule has been reviewed in order to verify they are appropriate
24 and are reasonably related to the purpose for which such fees are charged, and due to a review
25 of the charges related to building permits, the fee schedule needs to be amended.

26
27 NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COMMISSION OF THE
28 VILLAGE OF BISCAYNE PARK, FLORIDA, AS FOLLOWS:
29
30

31 **Section 1.** The foregoing "WHEREAS" clauses are true and correct and hereby
32 ratified and confirmed by the Village Commission.
33

34 **Section 2.** The fees listed in the Master Fee Schedule dated June 7, 2016, are
35 reasonably related to the current costs of providing the services described. The schedule, in
36 substantial form, is attached and incorporated by reference into this resolution as exhibit 1.
37

38 **Section 3.** The Master Fee Schedule is available at the Office of the Village Clerk,
39 and on the Village's website.
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41 **Section 4.** The Village shall amend these fees from time to time by resolution at a
42 public hearing based upon new administrative or overhead costs, or new services.
43

44 **Section 5.** This Resolution shall become effective upon adoption.
45

46 PASSED AND ADOPTED this 7th day of June, 2016.

**The foregoing resolution upon being
put to a vote, the vote was as follows:**

Mayor Coviello: Yes
Vice Mayor Ross: Yes
Commissioner Anderson: Yes
Commissioner Jonas: Yes
Commissioner Watts: Absent



David Coviello, Mayor

Attest:



Maria C. Camara, Village Clerk

Approved as to form:



John J. Hearn, Village Attorney



Village of Biscayne Park MASTER FEE SCHEDULE

AMENDED
June 7, 2016

<i>Description</i>	<i>Fee</i>
ADMINISTRATIVE	
Lien Search 48 hours	\$75.00
Lien Search 72 hours	\$60.00
Lien Search 5 days	\$40.00
Lien reduction request	\$50.00
Recording of Lien (page 1)	\$15.00
Recording of Lien (each subsequent page)	\$10.00
Satisfaction/Release of Lien	\$15.00
Landlord Permit Fee (per unit) (annual)	\$50.00
Rental inspection fee (Building Official)	\$95.00
Home Occupational License Application (annual)	\$50.00
Campaign Sign Bond	\$250.00
Request for Variance	\$150.00
Variance - Advertising / Notice / Recording (<i>Amount shown is the minimum cost. Actual cost to be covered by property owner.</i>)	\$225.00
Lobbyist registration	\$250.00
Film permit	\$250.00
Filming overflow parking (minimum)	\$100.00
Special Events Non Refundable Appl Fee	\$25.00
Special Events or Film Permit Deposit (Refundable)	\$250.00
Garage Sale (2 day)	\$15.00
Garage Sale (2 day) with website posting	\$35.00
Notary First Page (Non resident)	\$5.00
Notary Each Additional Page (Non resident)	\$2.00
Photocopies (black/white single per page)	\$0.15
Photocopies (black/white duplex per page)	\$0.30
Photocopies (color single per page)	\$0.50
Photocopies (color duplex per page)	\$1.00
DVD or CD	\$1.00
Certified Copies	\$1.00



**Village of Biscayne Park
MASTER FEE SCHEDULE**

**AMENDED
June 7, 2016**

<i>Description</i>	<i>Fee</i>
LOG CABIN RENTAL	
Rental weekday (Mon-Fri) Resident - Hourly (minimum 3 hours)	\$200.00
Rental weekday (Mon-Fri) Non-Resident - Hourly (minimum 3 hours)	\$350.00
Rental weekend (Sat-Sun) Resident - Hourly (minimum 3 hours)	\$350.00
Rental weekend (Sat-Sun) Non-Resident - Hourly (minimum 3 hours)	\$500.00
Police detail (if required) - Hourly	\$75.00
Refundable security deposit	\$500.00



**Village of Biscayne Park
MASTER FEE SCHEDULE**

AMENDED

June 7, 2016

<i>Description</i>	<i>Fee</i>
PUBLIC WORKS / SANITATION	
Unscheduled trash removal	\$30.00
Oversized trash pile per ea. cubic yard over	\$20.00
White goods pick up per item	\$25.00
Exceptional special trash removal - actual per outsourced contractor	Actual



Village of Biscayne Park MASTER FEE SCHEDULE

AMENDED
June 7, 2016

Description		Fee		
CODE COMPLIANCE				
Citations issued by the Code Compliance Officer				
Citation		\$25.00		
Fines issued by the Code Compliance Board				
Fine per day per violation for first violation		\$250.00		
Fine per day per violation for a repeat violation		\$500.00		
Fine per day maximum if the Board finds the violation to be irreparable or irreversible in nature		\$1,000.00		
Limit per violation unless the Board finds the violation to be irreparable or irreversible in nature		\$5,000.00		
Administrative Citations		First Violation	Second Violation	Third + Violation
Overgrown grass in violation of Section 8.4.1 of the Land Development Code		up to \$25.00	up to \$50.00	up to \$100.00
Parking not on an approved surface where there is an approved parking surface as required by Section 5.6.1 of the Land Development Code		up to \$25.00	up to \$50.00	up to \$100.00
Garbage cans and trash receptacles not placed behind face of building and screened from view, in violation of Section 6.3.2 of the Land Development Code		up to \$25.00	up to \$50.00	up to \$100.00
Domestic trash and recycling materials placed at the property line and/or not removed under the requirements of Section 6.3.3 of the Land Development Code		up to \$25.00	up to \$50.00	up to \$100.00
Trees and garden refuse placed at the property line and/or not removed under the requirements of Section 6.3.4 of the Land Development Code		up to \$25.00	up to \$50.00	up to \$100.00
Offensive noise, in violation of 10-1 of the Code		up to \$25.00	up to \$50.00	up to \$100.00
Excessive barking or howling of dogs, in violation of Section 3-21 of the Code		up to \$25.00	up to \$50.00	up to \$100.00



**Village of Biscayne Park
MASTER FEE SCHEDULE**

**AMENDED
June 7, 2016**

<i>Description</i>	<i>Fee</i>
PARKS & RECREATION	
Multi purpose room resident per hour	\$40.00
Multi purpose room non-resident per hour	\$80.00
Meeting room resident per hour	\$50.00
Meeting room non-resident per hour	\$100.00
Pavillion per hour resident	\$40.00
Pavillion per hour non-resident	\$80.00
Picnic area per hour resident	\$20.00
Picnic area per hour non-resident	\$40.00
Bounce House Fee	\$30.00
Tot Lot area per hour resident	\$25.00
Tot Lot area per hour non-resident	\$50.00
Court rental resident per hour	\$20.00
Court rental non resident per hour	\$40.00
Athletic field rental resident per hour	\$20.00
Athletic field rental non resident per hour	\$40.00
Staff hourly rate (non-operating hours)	\$25.00
Security deposit all rentals	\$100.00



**Village of Biscayne Park
MASTER FEE SCHEDULE**

AMENDED

June 7, 2016

<i>Description</i>	<i>Fee</i>
POLICE DEPARTMENT	
Police personnel (hourly rate regular)	\$75.00
Alarm Registration (one time fee)	\$20.00
First false alarm (within a 6 mo. period)	No charge
Second false alarm (within a 6 mo. period)	\$25.00
Third false alarm (within a 6 mo. period)	\$50.00
Fourth false alarm (within a 6 mo. period)	\$100.00
Fifth and each additional false alarm (within a 6 mo. period)	\$150.00
<i>Impoundment / Transportation Fees (Vehicles used in the commission of a crime)</i>	
Impoundment fee	\$500.00



Village of Biscayne Park MASTER FEE SCHEDULE

AMENDED
June 7, 2016

Description	Fee
BUILDING	
Building Permits - BUILDING	
<i>All building permits (window, door, additions, alterations, roofing, fence, driveways, etc.)</i>	
Permit base fee	\$60.00
For every \$1,000 of estimated cot	\$17.00
Building Permits - PLUMBING	
New or repair septic	\$175.00
New or repair drain field	\$175.00
Pool piping	\$160.00
All other work 3.5% of estimated for new	
All other work 8.3% of estimated old	
Building Permits - MECHANICAL	
<i>Replacement and/or new installation of:</i>	
A/C (any size ton)	\$145.00
Duct work only minimum (if new install, add duct work)	\$80.00
<i>New construction:</i>	
Duct work for every \$1,000 of estimated construction cost	\$40.00
Relocate condensing unit	\$125.00
New generator	\$125.00
Building Permits - ELECTRICAL	
Rough wiring for each outlet (light receptacle, switch, sign and also telephone and other low voltage outlets)	\$3.00
<i>Services: The following fees shall be charged for each service</i>	
Temporary for construction	\$100.00
Permanent (per 100 amp or fraction thereof)	\$10.00
Switchboard per amp	\$10.00
<i>Equipment outlets or permanent connections:</i>	
Compactor	\$8.00
Deep freezer	\$8.00
Dishwasher	\$8.00
Dryer	\$8.00
Fan	\$8.00
Garbage disposal	\$8.00
Oven	\$8.00
Range	\$8.00
Range top	\$8.00
Refrigerator	\$8.00
Space heater	\$8.00
Time clock	\$8.00



Village of Biscayne Park MASTER FEE SCHEDULE

AMENDED

June 7, 2016

<i>Description</i>	<i>Fee</i>
Washing machine	\$8.00
Water heater-boiler	\$8.00
Window wall air conditioner units	\$8.00
Air conditioners, per ton, central	\$9.00
Fire damage listed on permit (minimum)	\$100.00
Clear violations inspection (minimum)	\$100.00
<i>Motors</i>	
Each up to 1 HP	\$8.00
Each over 1 HP to 5 HP	\$10.00
Each over 5 HP to 10 HP	\$14.00
Each over 10 HP to 25 HP	\$28.00
Each over 25 HP to 100 HP	\$50.00
Each over 100 HP (for each HP)	\$1.50
<i>Generators and transformers</i>	
Each up to and including 5 KVA/KW	\$8.00
Each over 5 KVA/KW through 10 KVA/KW	\$14.00
Each over 10 KVA/KW through 15 KVA/KW	\$18.00
Each over 15 KVA/KW through 20 KVA/KW	\$20.00
Each over 20 KVA/KW through 25 KVA/KW	\$30.00
Each over 25 KVA/KW through 50 KVA/KW	\$50.00
Each over 50 KVA/KW	\$50.00
Plus for each KVA/KW (over 50)	\$0.50
<i>Welding machine outlets:</i>	
Up to 25 amperes	\$10.00
For each additional 25 amperes or fractional part thereof	\$8.00
<i>Fixtures</i>	
Per fixture, track light, head	\$3.00
Per light pole (fixtures not included)	\$10.00
Plugmold, lighting tracks, feed rail (per foot)	\$3.00
<i>Burglar alarm, fire detection system, life safety systems, intercom</i>	
Installation, central system, control panel (up to 15 devices)	\$100.00
Each additional device after 15 (each device)	\$3.00
<i>Master television and radio receiving antennae:</i>	
Cable TV outlets (each)	\$3.00
Phone outlets (each)	\$3.00
Sound data outlets (each)	\$3.00
Speakers (each)	\$3.00
<i>Swimming pool, electrical (does not include exterior lighting of deck areas)</i>	
Residential pool/spa combination	\$160.00
Each residential pool	\$120.00



Village of Biscayne Park MASTER FEE SCHEDULE

AMENDED

June 7, 2016

<i>Description</i>	<i>Fee</i>
Each multi-family or commercial pool	\$190.00
Each sauna/spa/hydro massage	\$100.00
<i>General Electrical</i>	
Satellite dishes (each)	\$100.00
Temporary for test:	\$100.00
Re-connection inspection	\$100.00
<i>Building Permits - ADDITIONAL FEES</i>	
Dade County Surcharge per \$1,000 of construction	\$0.60
Training and Education per \$1,000 of construction	\$0.20
Dept of Community Affairs (Radon Gas) per square foot	\$0.01
Dept of Business and Professional Regulations per square foot	\$0.01
Technology fee - 2.5% of permit fee	
<i>Building Permits - General Fee Schedule</i>	
Renewal of expired permit	100% of Original Fee
Extend permit before expiration (one time only)	\$75.00
Re-inspection fees	\$50.00
Administrative fee	\$20.00
Permit / Plan Review Fee (for each review and each subsequent review of the original or amended plans) by the Building Inspectors	\$95.00
Portable Storage Container (1 to 14 days maximum)	\$50.00
Construction Dumpster	\$100.00
Contractor registration (annual)	\$35.00
Change of contractor after permit has been issued	\$75.00
<i>Certificate of Re-Occupancy</i>	
Within 30 days	\$50.00
Within 10 days	\$100.00
Re-inspection fees	\$25.00
One-time extension after initial sixty (60) days, for an additional sixty (60) days	\$10.00
Certificate of Occupancy	\$250.00
Certificate of Completion	\$250.00
Re-inspection fees	\$50.00
Paint permit	\$25.00
Insurance verification forms	\$50.00



Village of Biscayne Park MASTER FEE SCHEDULE

AMENDED
June 7, 2016

<i>Description</i>	<i>Fee</i>
Work commenced without a permit	Double fee + \$100 fine
Permit card replacement	\$20.00
<i>Building Permits - Structural Fee Schedule</i>	
Truss plans or product approval review submitted after permit issued	\$75.00
Structural engineer review (100% of engineer's fee to the Village. Standard fee shown.)	\$75.00
<i>Building Permits - Refunds</i>	
a. Refund request shall be submitted in writing by permit applicant for a canceled permit	
b. No refunds for:	
- Permit fees \$100 and under	
- Plan review fee	
- Permit administrative fee	
- Permits, if any inspection scheduled or logged	
- Permit on jobs that expired prior to request	
- Fees collected for State or County	
Planning Board review (for applications not specified in the Zoning Fee Schedule; and excluding paint permits)	\$25.00



Village of Biscayne Park MASTER FEE SCHEDULE

AMENDED
June 7, 2016

Description Fee

Zoning Fee Schedule

I. Comprehensive Plan

A. Written interpretation of comprehensive plan provisions relative to a specific location:

Size of Parcel of Proposed Development (gross acres)	Fee
Under 1.0 acre	\$114
1.0 acre - 5.0 acres	\$228
5.1 acres - 20.0 acres	\$342
20.1 acres and over	\$570

B. Written interpretation of adopted components' goals, objectives and other text not related to a specific location:

Description	Fee
Each issue/question not related to Level of Service Standards	\$114
Each issue/question related to Level of Service Standards	\$171

C. Applications to amend the Comprehensive Plan:

1. Land use map (LUM)

Size of Area (gross acres)	Fee
Up to 5.0	\$11,400
6.1 to 10.0	\$21,660
10.1 to 20.0	\$42,750
20.1 and up	\$64,410

2. All elements fees

Description	Fee
Each LOS standard addressing a goal, objective, policy or map	\$51,300
Each non-LOS standard addressing a goal, objective, policy or map	\$17,100
Each monitoring measures items c.	\$10,260
Each capital improvement project line item d.	\$17,100
Each text or map change e.	\$17,100

II. Zoning applications

A. Public Hearings and administrative modifications

Application	Fee
Zone change or text amendment by applicant	\$1,710
Change in Use text amendment	\$1,710
Non-use variance or site development agreement or site plan	\$1,710
Residential/one lot	\$400
Special exception	\$2,280
Modifications/deletions	\$1,140



Village of Biscayne Park MASTER FEE SCHEDULE

AMENDED

June 7, 2016

<i>Description</i>	<i>Fee</i>
Unusual use	\$2,280
If applicable, in addition for:	
Residential:	\$1,140
Size of property: (per 10 acres or portion thereof)	\$570
Number of units: (per 15 units or portion thereof)	\$285
B. Public hearing for day cares, religious facilities, ACLF's, nursing convalescent homes:	\$2,280
C. Public hearing for governmental facilities	\$1,425
D. Revisions to public hearing plans	\$684

III. Administrative adjustment applications

Application	Fee
Carport (max 200 sq ft)	\$314
Utility shed (max 100 sq ft)	\$314
Fence/wall	\$314
Interior/exterior integration area	\$314
Setback adjustments for attached/detached structure(s)	\$598
Any administrative adjustment for any recreational use	\$741
Any adjustments for the construction of a new residence	\$963
Other adjustments such as, not limited to, lot area, lot frontage	\$741

IV. Administrative site plan reviews (when no public hearing is required)

Description	Fee
Individual single family, two family or live/work unit	\$50
ALL OTHER USES:	
Minimum fee	\$1,500
Per acre	\$500
Per 10 units or portion thereof	\$200
Per 5,000 sq ft or portion thereof	\$200
Submittal of revised plans	\$250
Entrance feature applications	\$570
First plan revision	\$250

V. General Information

A. Application Fees	Rate
B. Mailing Fees (per notice)	\$0.57



**Village of Biscayne Park
MASTER FEE SCHEDULE**

**AMENDED
June 7, 2016**

<i>Description</i>		<i>Fee</i>
C. Processing costs		\$85
D. Preparation of special studies or reports		Rate
E. Copies of records		
	Plan preparation from document larger than 8.5 x 14	\$5.70
	Reproduced records per page	\$0.15
	Double sided copy per page	\$0.20
	Certified copies per page	\$1.00
	Official copies of certification of use	\$10.00
	Verification of legal description on documents	\$10.00
	Digital maps, scanned images per map or image	\$5.70
	Special map requests	\$60.00
	Notary public service/per document	\$10.00
	Ordering plans	\$5.70
	Hearing tape	\$3.00
F. Re-advertisement		Rate
G. Late payment charges		Rate
H. Substantial compliance determination		
	For residential	\$1,140
	For commercial / non-residential	\$1,710
I. Concurrency review		
	Minor	\$100
	Major	\$200